



CITY OF FLORENCE, ALABAMA

Department of Purchasing/Public Grants
Phillip L. Stevenson, Purchasing Agent and Public Grants Administrator

AN EQUAL OPPORTUNITY EMPLOYER INVITATION-TO-BID NO. P-3166

December 8, 2016

Ladies/Gentlemen:

In conformance with the Competitive Bid Law of the State of Alabama, please quote us f.o.b. Florence, Alabama, prices, terms and earliest delivery on the following:

<u>ITEM #</u>	<u>QUANTITY</u>	<u>DESCRIPTION</u>
1.	1	New 4 door SUV equal to the Ford Escape SUV, to meet or exceed the following specifications: 2.5 L gasoline engine 6 speed automatic transmission ABS braking system Heat and air conditioning Back up camera Radio - AM/FM single CD/MP3 stereo Cloth buckets front with 60/40split rear seat Floor mats first and second row Standard tires with mini spare Gas pressured shock absorbers Full safety equipment - dual stage driver and passenger seat mounted side airbags Remote keyless entry Illuminated entry system Power steering Power locks and windows

Dual vanity mirrors
Power door mirrors
Tilt steering with cruise and audio controls
Tire pressure monitoring system
Liftgate rear cargo access
Front and rear cupholders
Exterior and interior color - to be chosen by owner

NOTES:

- 1. Please use the enclosed bid form.**
- 2. Payment for this equipment will be made within fifteen days from acceptance in the normal operating procedures of the City Accounting Department.**

The following conditions are to apply concerning the purchase of the above items:

1. Bids will be received in the office of the Purchasing Agent, Third Floor, Room 322, City Hall, 110 Short Court Street, Florence, Alabama 35630, **until 1:30 P.M., CST, Tuesday, January 10, 2017, at which time they will be opened and read aloud in the City Auditorium.**
2. All bids are to be sealed and clearly marked as **"Invitation-to-Bid No. P-3166, to open January 10, 2017"**.
3. It is understood that the City of Florence reserves the right to accept or reject any and/or all bids and waive any informalities.
4. In accordance with Section 41-16-50.(a) of the Code of Alabama, that in the event a bid is received for an item of personal property to be purchased or contracted for from a person, firm or corporation deemed to be a responsible bidder, having a place of business within the corporate limits of the City of Florence, Alabama, whose bid is no greater than three percent (3%) greater than the bid of the lowest responsible bidder, the City of Florence may award the contract to such bidder.
5. All bids must be dated and signed by authorized personnel.
6. No prices shall include state or federal excise taxes.

Sincerely,


Phillip L. Stevenson
Purchasing Agent

BID FORM

**INVITATION-TO-BID NO. P-3166
NEW SUV**

BID FOR NEW SUV \$ _____

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

PHONE NUMBER _____

AUTHORIZED SIGNATURE _____